

**BOISE PUBLIC LIBRARY
BOARD OF TRUSTEES**

**Minutes of the Regular Board Meeting
February 6, 2002**

The Boise Public Library Board of Trustees met for its regular meeting at 11:30 a.m. on Wednesday, February 6, 2002, in the Marion Bingham Conference Room of the library.

BOARD MEMBERS PRESENT:

Ms. Helen Lowder, President; Ms. Carol Bounds, Vice President; Ms. Martie Brennan; Mr. Al Henderson; Mr. Eric Litster.

OTHERS PRESENT:

Marilyn Poertner, Library Director; Alec Andrus, Boise City Budget Director; Irene Hegg, Friends of Boise Public Library Representative; Marj Hooper, Public Library Consultant, Idaho State Library; Denise McNeley, Boise City Budget Analyst; James Wickham, Boise City Legal Department; Kevin Booe, Assistant Library Director and Technical Services Manager; Vicki Kreimeyer Brown, Adult Services Division Manager; Toni Hansen, Administrative Assistant; Susannah Price, Youth Services Division Manager; Laurel White, Circulation and I.T. Manager; and Julie AutumnCook, Sr. Secretary.

CALL TO ORDER:

Ms. Lowder called the meeting to order at 11:30 a.m.

I. MINUTES

Ms. Brennan moved and Ms. Bounds seconded that the minutes of the January 2, 2002 Board meeting be approved. Three in favor, none opposed.

II. BILLS AND PAYROLL

Ms. Bounds moved and Mr. Henderson seconded that the bills and payroll be approved as presented. Three in favor, none opposed.

III. CONTINUING EDUCATION

None.

IV. CONSENT ITEMS

The consent items were reviewed by the Board. There were no questions.

V. DIRECTOR'S REPORT

Ms. Poertner reported in more detail about the meeting with Garden City Library representatives on January 30, 2002. The possibilities of co-locating Garden City and Boise City library services and/or providing contract services to Garden City were discussed. Ms. Poertner then reported on her meeting with Evergreen Partners.

VI. OLD BUSINESS

None.

Due to time constraints, Ms. Lowder announced that Mr. Andrus would give his budget report next.

VII. NEW BUSINESS

City of Boise Budget Update and FY02 Library Capital Expenditures Budget Discussion

Mr. Andrus reported on the financial situation of the City of Boise and the library. He stressed the fact that the City of Boise did not build its budget with any assumptions about continuing increased growth. Mr. Andrus explained structural balance, and the way the City looks at long-term revenues and costs. He expressed appreciation to the Board members for their support of the plan for using land acquisition funds budgeted for FY02 and branch library operating costs for 02 and 03 to purchase the first two branch library sites. As other sites are identified for the additional branch libraries, funds will be allocated.

VIII. REPORTS FROM DIVISION MANAGERS

Ms. Price, Ms. White, Mr. Booe, and Ms. Kreimeyer Brown updated everyone present on current library activities in their divisions.

IX. FRIENDS OF THE LIBRARY REPORT

Ms. Poertner drew attention to the letter from Marge Ewing, President of the Friends, inviting the Board to attend the Spring Book Sale. Ms. Hegg reported that the sale would be double the size of previous Spring Book Sales, because it will not be confined to the auditorium. Two tents will be set up in the back parking lot of the library to provide a safer, more open area for the sale.

X. NEW BUSINESS

Discussion of Library Board and Library Staff Report Card Results

Ms. Hooper presented the comparisons of the 1998 and 2002 Board and Staff Report Cards. Discussion followed.

Strategic Planning Process--Review of Draft *Strategic Plan, 2002-2004*

Ms. Hooper presented the staff-revised issues and actions of the *Strategic Plan*. The Library Board suggested changes, which will be incorporated into the second draft version of the *Strategic Plan*, to be submitted for approval by the Board at the March 6, 2002 meeting.

XI. MISCELLANEOUS

None.

XII. FOUNDATION REPORT

Ms. Hansen reported that the annual May Basket project is getting underway.

XIII. SELECTION OF TRUSTEE TO REVIEW PAYMENT VOUCHERS

Ms. Lowder will review the payment vouchers until the next Board meeting.

XIV. SELECTION OF MEETING DATE

The next regular meeting of the Board of Trustees is 11:30 a.m. on Wednesday, March 6, 2002, in the Marion Bingham Room at the library.

XV. ADJOURNMENT

There being no further business to come before the Board, Ms. Lowder adjourned the meeting at 1:18 p.m.

APPROVED

Marilyn Poertner
Library Director

Helen Lowder
President, Board of Trustees